

ROUTING AND RECORD SHEET

DDA/REG
LOGGED

SUBJECT: (Optional)

Additional Office Space for OGC

FROM: John M. Ray
Director of Logistics

EXTENSION

NO. OL 0043-86

DATE
26 SEP 1986

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

MS/DA 30 SEP 1986
EXA/DA 11 OCT 1986
1. A DDA 7D24 Hqs 1 OCT 1986

RECEIVED

FORWARDED

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DDA

11 OCT 1986

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15.

DDA REGISTRY
FILE: 45-12

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Additional Office Space for OGC

FROM:

William F. Donnelly
Deputy Director for Administration
7D24 Headquarters

EXTENSION

NO.

OL 0043-86



DATE

26 SEP 1986

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. General Counsel

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Dave —

We should not kid each other. The DCI has asked us to find more space for space in the Hqs building. As a result, OIT front office is being moved into a large part of to make space at Hqs. This will impact availability of space for OGC and others.

TRANSMITTAL SLIP		DATE
TO: DDA		
ROOM NO. 7D24	BUILDING Hqs	
REMARKS: Two copies		
FROM:		
ROOM NO.	BUILDING	EXTENSION

FORM NO.
1 FEB 56 241

REPLACES FORM 36-8
WHICH MAY BE USED.

(47)

2 OCT 1986

MEMORANDUM FOR: General Counsel

FROM: William F. Donnelly
Deputy Director for Administration

SUBJECT: Additional Office Space for OGC

REFERENCE: Memo For DDA from GC, dated 15 September 1986,
Same Subject

Dave:

STAT 1. I have reviewed with the Office of Logistics (OL) your
requirement for an additional 2,350 square feet of space. OL is
currently collecting requirements from all Agency components for
space which will become available at [] Building. OL
STAT will be submitting a proposal to me for preliminary concurrence
and ultimate review and approval by the Headquarters Management
Board. Your requirement will be considered along with the
others. You should be aware that none of the space in []
Building will be available for occupancy until some time in March
1987. Given the temporary nature of occupancy in this building,
all components will be moving in with bare minimum renovations.

STAT 2. Upon approval of our proposal for the utilization of
[] by the Office of General Counsel and other components, OL
will be in touch with appropriate administrative personnel on your
staff to work out the details. If you require any additional
STAT information, please contact the Director of Logistics on extension
[]

/s/ William F. Donnelly

William F. Donnelly

cc: DCI Administrative Officer

OL 0043-86



STAT

O-DL/JRay:mgk/[] (24 SEP 86)

Distribution:

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